



**STATE OF TENNESSEE  
DEPARTMENT OF HUMAN SERVICES**

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**BILL HASLAM**  
GOVERNOR

**RAQUEL HATTER, MSW, Ed.D.**  
COMMISSIONER

December 11, 2012

Dear Child Care Primary Caregiver/Director:

The purpose of this letter is to provide you with information and guidance about the U.S. Consumer Product Safety Commission (CPSC) new crib standards, clarification regarding meal time supervision requirements and PE caseload reassignments. It is our intent to give you helpful information that will make these changes and transitions as easy and stress free as possible. Please do not hesitate to contact your Licensing Program Evaluator (PE) or Supervisor if you have questions or concerns.

**CPSC New Crib Standard/Rule**

All cribs in child care agencies must meet the new CPSC crib standards by December 28, 2012. Failure to meet the new crib standard is a violation of the Consumer Product Safety Act and subjects an agency to possible civil penalties imposed by the CPSC.

Although the new standard/rule is not currently a child care licensing rule, PEs are required to inspect all cribs during their visits to your agency. It is important to provide the PE with documentation that the all cribs observed at the agency meet the new standard/rule. The PE will not be able to tell by looking at a crib whether it is in compliance, unless the crib has a seal or stamp from the manufacturer or retailer. Please ask the manufacturer or retailer for a "certificate of compliance" that proves the crib complies with 16-CFR-1219 (the new standard for full-size cribs) or 16-CFR-1220 (the new standard for non-full size cribs) if the crib that you purchased does not have a visible seal or stamp to prove compliance.

With your permission, and after validating that cribs are in compliance, PEs will then attach DHS stickers to all inspected and approved cribs to avoid checking the same crib or cribs during future visits. PEs will date and sign each sticker before placing the sticker on a crib.

PEs have been instructed to report non-compliant agencies to Central Office (State Office). Each case will be reviewed for verification and the information forwarded to the CPSC.

You may find additional information about the new crib standard/rule at

<http://www.cpsc.gov/info/cribs/index.html>

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### **Meal and Snack Time Supervision**

Please review attached Memorandum for clarification regarding meal and snack time supervision expectations and requirements. This document replaces Memorandum/CCL Bulletin: 09-004 dated April 24, 2009. The 2009 memo stated that Child Care Licensing Program Evaluators will not cite a violation of the following center rule listed below - unless there is an accompanying lack of supervision:

**At mealtime, children shall be seated at tables and chairs of appropriate size, and adults shall sit with them.**

Program Evaluators are required to cite a child care center for violation of this rule. However, this is considered a Food Service violation instead of a Supervision violation. Although this is not a requirement for family and group homes, it is our intent to include this rule in the revised family and group home rules. We encourage all licensed family and group homes to recognize that meal and snack time are extremely high risk activities for young children and to make every effort to keep children safe while eating.

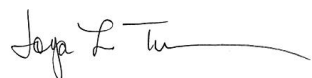
### **Reassignment of Caseloads**

Licensing Supervisors have been asked to reassign the caseloads of all Program Evaluators in their units. Our efforts are to improve monitoring consistency across the State and ensure that all licensed agencies are treated the same, regardless of the Program Evaluator or Supervisor assigned to the agency.

You may meet your new Program Evaluator soon, especially if you and your current Program Evaluator have been working together for more than three years. I understand adjusting to a new Program Evaluator may cause some stress and anxiety; however, this is not our intent. We encourage you to embrace this change, because it is in the best interest of all involved. Again, do not hesitate to contact your Licensing Program Evaluator or Supervisor if you have questions.

Thank you for the valuable work you do each day.

Sincerely,



Joyce L. Turner  
Licensing Program Manager

cc: Child Care Assessment  
Department of Education  
Child Care Resource and Referral